

18 March 1983

MEMORANDUM FOR: Chairman, DDA Emergency Planning Group
FROM :
 Chief, Logistics Services Division, OL
SUBJECT : Comments on Draft DDA Emergency Plan

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I have reviewed the draft report on Directorate performance during the recent snow emergency and the proposed DDA Emergency Plan. My comments on these are listed below.

1. I agree with recommendation (1) in paragraph f. A significant problem in all services rendered by Logistics Services Division was encountered because of the Agency work ethic defining all of us as essential. I suggest that an internal CIA Alert System be developed similar to those for other installations in the suburbs. This Alert would be tailored to the special condition surrounding our CIA facilities and would replace or supplement OPM announcements. The trigger for our Alert would rest in the Office of the Director of Personnel.

2. A single coordinator for the DDA Emergency Plan should be established and an Ops Center created.

3. Emergency supplies should be set up for Headquarters Building and the buildings in the outlying areas. A problem will exist in storage of this material, especially in the outlying buildings.

4. Items 5, 6, 7, 8 and 9 of paragraph f., should be explored further and appropriate action taken as required.

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Chief, Logistics Services Division

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